

**WOODSTOCK PLANNING & ZONING COMMISSION  
REGULAR MONTHLY MEETING  
THURSDAY, NOVEMBER 17, 2016 AT 7:30 PM  
WOODSTOCK TOWN HALL, MEETING ROOM 1**

**I. MONTHLY MEETING AT 7:30 PM**

- a. Call to Order – Meeting was called to order by Jeff Gordon at 7:30p.m. Noted that there is a quorum.
- b. Roll Call – Jeff Gordon, Fred Rich, Syd Blodgett, Dorothy Durst, Dexter Young, Joseph Adiletta, Gail Dickinson, John Anastasi, Delia Fey Town Planner/ZEO (arrival 7:54p.m.), Laura Cournoyer-Gagne (Recording Secretary)
- c. Absent – Travis Sirrine, Duane Frederick, Doug Porter, Ken Ebbitt

**II. CITIZENS' COMMENTS – NONE**

**III. DESIGNATION OF ALTERNATES – NONE**

**IV. CHAIR'S REPORT**

Thanks to everyone for work being done at the regular and subcommittee meetings. Wishing everyone a Happy Thanksgiving.

**V. MINUTES**

Regular Meeting Minutes of September 15, 2016 and Special Meeting Minutes of September 22, 2016: **MOTION TO APPROVE REGULAR & SPECIAL MEETING MINUTES MADE BY D. DURST, SECONDED BY D. YOUNG.** Discussion: Reg meeting: pg. 1, bottom of last paragraph: work recommended by town engineer. Spec meeting: pg. 1, non-residential (a) discussion on procedural point of view. **MOTION PASSED UNANIMOUSLY.**

**VI. PRELIMINARY DISCUSSION**

Stephen & Lorraine Gabriele, Lot 39F Crystal Pond Rd – Multi-family residential development: Two items are the subject of the discussion: 1.) the lot is listed as non-buildable on the previous subdivision mylar, so an application needs to be made for PZC to review and decide about changing the status to a buildable lot, according to our regulations, then 2.) the same lot, once re-listed as buildable, can be subject to a separate application about a land development proposal.

Mr. Gabriele states that the definition doesn't apply to what he wants to do. J. Gordon says that because it's unbuildable, it needs to be reclassified. Mr. Gabriele says it should be ok if regulations are met. G. Dickinson explains how it meets regulations to be changed, to create another buildable lot. Mr. Gabriele checked the original minutes, dated March 12, 1991, and it was because of the making of an extra lot and separated by a driveway. Mr. Gabriele sent the information to D. Fey. J. Gordon says it would be two separate agenda items with the changing to a buildable lot going first, and multi-family will be second. Anything discussed is non-binding until the application is submitted.

Mr. Gabriele explains that the intent is for retirement and looking to add a multifamily house, garage with living quarters above, and some small houses for guests and family members. Says that he understands that this hasn't been done in Woodstock. J. Gordon notes that the regulations require open space or a fee in-lieu of open space.

J. Adiletta asks how this is considered a multi-family, application is not for multi-units, it's for separate units. J. Gordon states that the definition says 2 or more families. J. Adiletta says that the concept is understandable but it's not the definition of a multi-family dwelling. D. Durst agrees with J. Adiletta, the definition of separate dwellings as a guest house is very specific, not a family compound, the definition of guest house and accessory apartment are also very different. Fey refers to Zoning Regulations, the difference between a guest house and second dwelling unit is a kitchen facility.

G. Dickinson asks if the guest houses would have full kitchens. Mr. Gabriele says that 2 of the homes do, but the other 2 don't, but wanted to accommodate elderly relatives if needed. D. Durst asks about the driveway and if it is walkable. Mr. Gabriele says that he hadn't added more driveways as he didn't know the regulations. D. Durst explains that a guest house may need paved driveway in case of an ambulance need. There is no limit on how many guest houses a property has, only accessory apartments. F. Rich asks D. Durst if classified as a guest house, there's no limit on how many. D. Durst says no, there is no limit on how many a person can have, only on how many accessory apartments.

J. Gordon states that a guest house cannot have a full kitchen. D. Fey says that she didn't think the proposed 'cabins' as a guesthouses based on proposal and the size which are not small. J. Anastasi says that it could be less costly if filed as guesthouses. D. Durst agrees, reminds of 2<sup>nd</sup> dwelling unit, applicant is speaking of year-round dwelling and possibly rented out, not a guest house. J. Gordon agrees, says that there was a lot of work that went into the regulations and definitions. J. Anastasi says that if there's no kitchen, does that mean a wet bar or a small pantry, or kitchenette. Mrs. Gabriele says that the guesthouses would have a microwave, sink, and refrigerator. An actual definition for kitchen facility is needed.

J. Adiletta inquires about the pavilion and its location. D. Durst says that there are size regulations for different items. There is no definition in the book for kitchens. More research must be done. J. Anastasi explains that some places that he has been to have everything except the stove. J. Gordon states that other resources can be looked at to determine definition. G. Dickinson asks D. Fey why multi family was listed. D. Fey explains that it didn't meet anything else in the regulations. D. Young says it looked like there was enough land, why not build 2 houses, and a couple of cabins. G. Dickinson says that if done as a family subdivision, then no open space set aside.

Mrs. Gabriele explains that they want to keep the land as one piece, and not as separate pieces of land. D. Fey says that the standards for multifamily include that there are no more than 4 within a structure, and doesn't say it can't be separate buildings on the same lot.

S. Blodgett asks about the pavilion and the setback, it may not qualify with the 75ft setback. Mrs. Gabriele says that she doesn't want to cut into the hillside, the pavilion would block the neighbors view of the lake if it is set up higher. S. Blodgett comments that intention of multifamily not interpreted the same. D. Fey reads the regulation of multifamily dwelling and how much space between dwellings on the same property. J. Gordon states if the regulations allow it, then it should be ok to do. D. Fey says that looking at the plans, it would be hard to subdivide with one septic system for the property.

Mr. Gabriele thanks the Commission for their time and information; he will do more research before submitting application.

## **VII. ZEO REPORT**

- a. Report on Zoning Enforcement: D. Fey inquires about a memo regarding a change from the Oct meeting in the minutes from the Sept 15<sup>th</sup> meeting for the septic system being for 10 people or employees. J. Adiletta explained that the applicant specified there would only be 1 employee and he wanted to clarify that, and not have a misunderstanding how many employees there would be working. G. Dickinson says that it's the applicant's choice to say how many employees, it's not required. D. Fey adds that if the owner wanted to increase the number of employees or if the business is sold, then according to the current policy of the Commission the change would have to come back to the commission but some amount of growth should be allowed without having to be reviewed by the Commission. J. Gordon comments that once on the record, if changes are made, then they may have to come back regardless of what is said on the record.

28 Marcy Rd: premade building, no permit, health dept. wants it moved, not done yet. No zoning permit, follow up letter was sent.

62 Meehan Rd: owner coming back, shed on the edge of the road. Shed to be moved to old foundation.

37 Town Farm Rd: town attorney was told he would be in for permit, have not heard from business owner yet, filed trade name and advertises. J. Adiletta suggests having the attorney call again, more stern with date to be in by or legal action may result. J. Gordon says that if he doesn't comply, then follow regulations in steps.

D. Fey explains that she has received complaints about Chris Mark, there are too many vehicles on the property and tractor trailers entering as all hours, if the person who complained calls back, she will try to get a list of vehicles to see if all registered. If all are legally registered, nothing can be done about how many are on the property.

- b. Report on Zoning Permits:

#### **VIII. CITIZEN'S COMMENTS - NONE**

#### **IX. ELECTIONS**

- a. Chair: **MOTION TO NOMINATE JEFF GORDON FOR CHAIR MADE BY D. YOUNG, SECONDED BY J. ANASTASI. MOTION PASSED UNANIMOUSLY.**
- b. Vice Chair: **MOTION TO NOMINATE FRED RICH MADE BY D. DURST, SECONDED BY D. YOUNG. MOTION PASSED UNANIMOUSLY.**
- c. Secretary: **MOTION TO NOMINATE DOROTHY DURST MADE BY F. RICH, SECONDED BY D. YOUNG. MOTION PASSED UNANIMOUSLY.**
- d. Regulation Review Subcommittee Chair: **MOTION TO NOMINATE JEFF GORDON MADE BY D. DURST, SECONDED BY F. RICH. MOTION PASSED UNANIMOUSLY.**

#### **X. REVIEW OF BYLAWS – NOTED REVIEWED, NO CHANGES**

#### **XI. 2017 MEETING SCHEDULES**

- a. Monthly Commission Meetings: Sept, 2017 would be the 4<sup>th</sup> Thurs instead of the 3<sup>rd</sup> Thurs. **MOTION TO APPROVE CHANGE AND APPROVE BOTH SCHEDULES MADE BY F. RICH, SECONDED BY J. ADILETTA. MOTION APPROVED UNANIMOUSLY.**
- b. Monthly Subcommittee Meetings

#### **XII. ANNUAL LEGAL TRAINING SESSION – Schedule a date**

**MOTION TO SET APRIL 6<sup>TH</sup>, 2017 AT 7:30A.M. FOR ANNUAL LEGAL TRAINING MADE BY J. ADILETTA, SECONDED BY D. DURST. MOTION PASSED UNANIMOUSLY.**

#### **XIII. BUDGET REVIEW & BILLS**

Bill for \$625.00 from Design Professionals: **MOTION MADE TO PAY BILL AS PRESENTED MADE BY J. ADILETTA, SECONDED BY F. RICH. MOTION PASSED UNANIMOUSLY.** D. Fey noted that the Academy has paid their bill on Oct 20, 2016.

#### **XIV. CORRESPONDENCE**

- a. Land Use Academy Advanced Training, 10-22-16 @ Middlesex County Ext Office, Haddam, CT
- b. CT Sitting Council, Rte 198 cell tower – request for extension of construction time notification dated Oct 7, 2016
- c. CT Siting Council, 350 Rte 198 cell tower – Verizon Wireless request for an order to approve tower sharing at existing facility, public hearing notification.
- d. Invitation from Ag Commission for discussion with Commissioner Reviczky on Nov 17 @ 2:30pm. At Woodstock Town Hall – Solar Farms
- e. CT Federation of P&Z Agencies Quarterly Newsletter
- f. Notification of submittal of app to DEEP for general permit for water resource construction activities at Route 169 Gravelly Brook dated 10/24/2016 – F. Rich notes that there will be a 28-mile detour because town roads

cannot be used as a state detour. Town people will be fine, as they know the roads, but travelers that don't know the area may not be happy.

**XV. OTHER**

Discussed hand out for multi-family residential uses, Crystal Pond, and that water supply sources need protection.

**XVI. ADJOURNMENT**

**MOTION TO ADJOURN MADE BY F. RICH, SECONDED BY J. ADILETTA. MOTION PASSED UNANIMOUSLY @ 9:02 P.M.**

Respectfully submitted,

Laura Cournoyer-Gagne

Recording Secretary

**DISCLAIMER:**

***These minutes have not yet been approved by the Planning & Zoning Commission. Please refer to next month's minutes for approval/amendments. Please note that the audio recording is the legal record of the meeting.***